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B.R. 65

ADMIRALTY

REGULATIONS FOR THE ROYAL NAVAL VOLUNTEER RESERVE 1933

Addendum No. 2 1936

Containing all Amendments issued in Fleet Orders during the period 7th February 1935 to 31st December 1935

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ADMIRALTY,
February, 1936.

The following amendments to the Royal Naval Volunteer Reserve Regulations, 1933, have been approved by My Lords Commissioners of the Admiralty, and are promulgated for information and guidance.

BY COMMAND OF THEIR LORDSHIPS,

O. Murray

Directions for use of the Addendum.

Care is to be taken when using the Regulations to check them by the Addendum.

The notations at the end of new or amended matter in the Addendum show the Office number of the papers in which the amendments have been made.

Amendments may be cut out, and pasted over or against the Articles affected.

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CHAPTER II.—*Cancel* and *substitute* :—

CHAPTER II.

ORGANISATION.

8. For administrative purposes the R.N.V.R. is divided into the following eight divisions :—

Division.	*H.M. Ship or Establishment.*	*Situation.*
Clyde ..	Establishment (Headquarters)	Glasgow.
	" Carrick "	Greenock.
East Scottish	" Claverhouse " (Headquarters)	Leith.
	" Unicorn "	Dundee.
London ..	" President "	London.
Mersey ..	" Eaglet " (Headquarters)	Liverpool.
	" Irwell "	Birkenhead.
Severn ..	" Flying Fox "	Bristol
Sussex ..	Establishment (Headquarters)	Hove.
	Establishment	Newhaven.
Tyne ..	" Calliope " (Headquarters)	Newcastle-on-Tyne.
	" Satellite "	North Shields.
Ulster ..	" Caroline "	Belfast.

(2) The areas comprised in the various divisions are shown in Appendix V and the postal addresses in Appendix F. Officers and men will belong to the Division in the area of which they normally reside.

(3) Each Division is divided into sub-divisions which are designated by numbers. The number of sub-divisions allowed is shown in Article **10**.

(4) Each division is commanded by a Captain, R.N.V.R.

9. The personnel of the R.N.V.R. is divided into the following two categories :—

List I.—Officers and men required to attend at their Divisions for duty or instruction.

List II.—Officers and men not necessarily required to attend as above.

(2) The personnel on List I will consist of the majority of the Executive Officers, a sufficient number of Chaplains, and Medical and Accountant Officers for divisional duties, *all* Seamen, Signalmen and Telegraphists, and such other ratings as are able and wish to take part in local drills.

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(3) The personnel on List II will consist of the remainder of the officers of all branches and such Artificer, Artisan and Writer ratings as do not belong to List I.

(4) Executive Officers will only be permitted to join or transfer to List II if their places of residence clearly prevent their attendance at divisional drills and provided they have already performed a considerable amount of training or Naval Service. When on List II they will be required to perform seven days' additional obligatory training in each biennial period.

(5) The personnel on List II is in every way an integral part of their Division, and they are to be permitted and encouraged to attend at their divisions for inspections, ceremonial parades, lectures and other special occasions. Travelling expenses are allowable on such occasions at the discretion of the Admiral Commanding.

10. The total establishment of R.N.V.R. officers and men is shown in the following tables.

The numbers of the various ranks (List I) and higher ratings allowed to each Division is shown in Article **11**.

TOTAL ESTABLISHMENT OF OFFICERS, R.N.V.R.

Rank.	List I.	List II.	List I or List II.	Total.
	No.	No.	No.	
Captain or Commander	16	—	—	16
Lieutenant-Commander, Lieutenant, Sub-Lieutenant or Midshipman.	159	60	—	219
Engineer Commander, Engineer Lieutenant-Commander, Engineer Lieutenant.	—	30	—	30
Surgeon Captain	—	—	3	3
Surgeon Commander	—	—	20	20
Surgeon Lieutenant-Commander, Surgeon Lieutenant, Surgeon Sub-Lieutenant.	—	—	185†	185
Surgeon Lieutenant-Commander (D), Surgeon Lieutenant (D).	—	25	—	25
Paymaster Commander	8	—	—	8
Paymaster Lieutenant-Commander, Paymaster Lieutenant, Paymaster Sub-Lieutenant.	—	—	158‡	158
Chaplain	16	24	—	40
Boatswain	8	—	—	8
Signal Boatswain	8	—	—	8
Warrant Telegraphist	8	—	—	8
	223	139	366	728

† Subject to a maximum of 53 on List I.
‡ Subject to a maximum of 32 on List I.

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TOTAL ESTABLISHMENT OF MEN, R.N.V.R.

DIVISION. Port Division to which affiliated.	Clyde. (P)	East Scottish. (P)	London. (C)	Mersey. (D)	Severn. (D)	Sussex. (P)	Tyne. (C)	Ulster. (P)	Total.
No. of sub-divisions ..	10	6	8	9	5	3	7	5	53
Gunnery } Seaman Br.	461	258	360	407	221	132	326	215	2,380
Torpedo } Seaman Br.	150	91	106	170	80	50	60	65	772
Bugler } Seaman Br.	10	6	8	9	5	3	7	5	53
Signals	200	120	170	180	105	60	160	105	1,100
W/T	130	80	125	90	60	40	90	60	675
E.R.As.	8	4	4	8	8	4	20	4	60
Motor Mechanics ..	1	1	2	1	1	1	2	1	10
Artisan Br.	30	30	5	25	10	5	30	25	160
Writer Br.	10	10	20	10	10	5	5	20	90
Total establishment ..	1,000	600	800	900	500	300	700	500	5,300

(2) Bands may be formed by Divisions with five or more sub-divisions, subject to approval by the Admiral Commanding of the Divisional rules for their engagement. They will be enrolled as Naval Volunteers, but will not be subject to the requirements of the Regulations as to drill and service, nor will they be eligible to earn bounty under Article 373.

The strength of each band is limited to 1 Bandmaster and 24 Bandsmen.

(3) R.N.V.R. Boys Corps may be affiliated to Divisions under the conditions of Article 154.

11. The number of officers, List I, and proportion of higher ratings allowed to each Division is shown below. The composition of the sub-divisions may vary as necessary within the total allowed to the division.

NUMBER OF OFFICERS (LIST I) AND HIGHER RATINGS ALLOWED TO EACH SUB-DIVISION AND DIVISION.

Rank.	*To each Sub-division.*	*To each Division.*
Captain or Commander	—	1 in Command
Commander, Lieutenant-Commander or Lieutenant	—	1 as Executive Officer.
Lieutenant-Commander or Lieutenant..	1 in Command	—

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Rank.	*To each Sub-division.*	*To each Division.*
Lieutenant, Sub-Lieutenant or Midshipman	2	—
Surgeon Captain, Surgeon Commander or Surgeon Lieutenant-Commander ..	—	1
Surgeon Lieutenant-Commander or Surgeon Lieutenant	1	—
Paymaster Commander or Paymaster Lieutenant-Commander	—	1
Paymaster Lieutenant-Commander, Paymaster Lieutenant or Paymaster Sub-Lieutenant	—	4
Chaplain	—	2
Boatswain	—	1
Signal Boatswain	—	1
Warrant Telegraphist	—	1
Chief Petty Officer (inclusive of Chief Yeoman of Signals)	1	1 additional for each Division
Petty Officer	2	—
Leading Seaman	4	—
Chief Yeoman of Signals (*see* above, under Chief Petty Officer)	—	2
Yeoman of Signals	—	4
Leading Signalman	—	12
Chief Petty Officer Telegraphist ..	—	2
Petty Officer Telegraphist	—	3
Leading Telegraphist	—	8

(2) The number of officers, List II, to be borne in each Division is regulated by the Admiral Commanding within the total establishment.

(3) There is no restriction on the number of higher ratings allowed in the following branches: Engine Room Artificer, Motor Mechanics and Artisans, including Electrical Artificers and Ordnance Artificers.

The number of higher ratings in the Writer branch is regulated by the Admiral Commanding in accordance with an approved total establishment (but *see* Article 164, clause 3, and Article 170).

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12. The permanent staff allowed to Divisions is shown below :—

Rank or Rating.	*To each Division.*	*Total.*
Commander, Lieutenant-Commander or Lieutenant as Officer Instructor	1	8
Chief Petty Officer Instructors :—		
Gunners' Mates	As directed by the Admiral Commanding	51
Torpedo Gunners' Mates		
Seamanship (*i.e.*, men holding no higher non-substantive rating)		
Physical and Recreational Training Instructors (may be Petty Officer Rating)	1	8
Chief Yeoman of Signals	1	8
Chief Petty Officer Telegraphists..	1 per school	9*
Chief or other Ordnance Artificer or Chief Armourer..	1	8
Civilian Writers	1	8
Shipkeepers, 1st class—to each drill ship ..	1	10
2nd class—to each drill ship ..	5	50
Caretakers—Clyde Headquarters	3	6
Sussex Headquarters	2	
Newhaven Headquarters	1	

* *Note.*—The appointment of 1 at the East Scottish Division is additional temporarily.

(*N. 2190/35 ; N.R. 6022/5/35—A.F.O. 1884/35.*)

Article 42.

Cancel note to Clause (1) and *substitute :*—

Note.—Officers below the rank of Acting Sub-Lieutenant, and *of the rank of* Probationary Sub-Lieutenant and Probationary Lieutenant will not be required to provide themselves with frock-coats.

(*N.L. 3151/35 ; N.R. 6017/2/35.—A.F.O. 2711/35.*)

Article 44.

Clause 3. *Cancel* and *substitute :*—

(3) All ratings are to wear a " R.N.V.R." ½ inch in height, on each side of the collar of the overcoat ; gold for Chief Petty Officers and confirmed Petty Officers of one year's seniority dressed in Class III uniform, and red for the remainder.

(*V. 2129/35 ; N.R. 6017/8/34.—A.F.O. 2711/35.*)

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ARTICLE **45**.

Clause 1, first paragraph. *Cancel* and *substitute* :—

45. Every R.N.V.R. rating on first enrolment for 4 years' service, will be supplied free of charge with the kit of his rating as shown in Appendix D, except for white clothing which will not be issued until he is drafted for his first sea training or on mobilisation.

Ratings will be required to maintain their kits at their own expense.

Men advanced to a higher rating will be supplied gratuitously on advancement with the articles of kit of that rating which were not comprised in their former kit. When a Petty Officer dressed as seaman is confirmed, Class III uniform will only be issued provided that :

(*a*) he is not within 3 years of completing his maximum service (*i.e.*, 20 years, *see* Article **147**, clause 2), and

(*b*) if he is within 18 months of completing his current period of enrolment, he signs an undertaking to re-enrol.

The above also applies to the supply of extra items of uniform (*i.e.*, gilt buttons and Pattern 49 cap badge) to Petty Officers not dressed as seamen on attaining one year's seniority and being confirmed.

Any items of their former kit which the men will not wear in their new rating are to be withdrawn and dealt with as laid down in clause (8).

(*V. 2129/35 ; N.R. 6017/8/34.—A.F.O. 2711/35.*)

Clause (3). *Cancel* and *substitute* :—

(3) Clothing required for kitting up new entries, and for sale to the men should be demanded in bulk by the Divisions periodically (say, monthly) from the Royal Victoria Yard, Deptford, S.E.8. Full particulars of the sizes required should be given on the demands, and in the case of suits for men not dressed as seamen the demands should be accompanied by " self-measurement " forms so that the suits can be made up to the measurements of the individuals requiring them and should clearly indicate the class of uniform required.

(*V. 1551/35 ; N.R. 6017/7/35.—A.F.O. 1656/35.*)

Clause (1), line 8. *For* " (7) " *substitute* " (8) ".

Clause (9), line 2. *For* " (7) " *substitute* " (8) ".

(*N.R. 6022/2/35.—A.F.O. 608/35.*)

Clause (12). *Cancel* and *substitute* and *add* new Clause 13.

(12) An extra serge suit may be supplied free of charge, at the discretion of the Commanding Officer, to ratings who are in their third or fourth year of their current enrolment, or who have completed during their current enrolment an aggregate of 28 days' training.

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An extra pair of boots may be supplied free of charge, at the discretion of the Commanding Officer, to men who, having already performed 28 days' training in the aggregate during an enrolment, volunteer for a further period of training during the same enrolment.

Not more than one extra suit and/or pair of boots may be given to any man in the same period of enrolment, and no extra issue is to be made unless considered necessary by the Commanding Officer of the Division after inspection of the man's kit.

(13) Uniform boots may be repaired at the Government expense if considered necessary and justified by the Commanding Officer of the Division, after a man has completed 50 actual drills in uniform in any one bounty year.

(*V. 2451/34 ; N.R. 6017/8/34.—A.F.O. 1656/35.*)

ARTICLE **47.**

Clause 2. *Add* new sub-paragraph :—

The award of these badges will lapse on mobilisation, but deprivation and restoration of any badges held on mobilisation will take place as provided in Clauses (7) and (8). A warrant is not required for the deprivation of a badge or badges.

(*N. 6208/34 ; N.R. 1608/25/35.—A.F.O. 1656/35.*)

ARTICLE **65.**

Paragraph 3. *Cancel* and *substitute :—*

(3) On relief of an Officer Instructor, the Commanding Officer of the Division is to forward a report on Form S.206 to the Admiral Commanding. A certificate on the lines of Form S.450 is also to be prepared and handed to the Officer.

(*N.R. 6022/9/35.—A.F.O. 2946/35.*)

ARTICLE **78.**

Clause (1) *Pay. Amend* first sentence *to read :—*

(1) *Pay.*—They will receive pay at a flat rate of 11*s.* 6*d.* a day in addition to their pension.

(*N. 2636/35 ; N.R. 6004/6/35.—A.F.O. 1656/35.*)

Cancel Clause 5 and *substitute :—*

(5) *Uniform.*—On first taking up appointment pensioners will be required to be in possession of the kit of the rating they last held in the Royal Navy. On confirmation in appointment the instructors will wear the uniform of chief petty officers, R.N., being supplied free with such articles as are required to complete the kit of the rating they last held in the Royal Navy to that of chief petty officer. The rate of pay being inclusive, they will thereafter be required to

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maintain this uniform at their own expense, but will be allowed to purchase articles from Admiralty stocks.

Physical and recreational training instructors, on first appointment, and after four years' service, provided their services are to be retained, will be issued gratuitously with the following articles of gymnastic clothing :—

Serge trousers	1 pair.
Singlets	3 in number.
Elastic belt	1 in number.
White sweater	1 in number.

Demands, stating name, rating, official number and sizes of the articles required are to be forwarded to the Superintendent, Physical and Recreational Training School, Portsmouth, for record and transmission to the Royal Clarence Yard, Gosport, whence the articles will be supplied.

Demands for clothing on repayment are to be scrutinised and countersigned by the officer instructor, who is to satisfy himself that the articles are necessary and are required for the personal use of the rating concerned, and then passed to the accountant officer of the Division, who will include the necessary items in his periodical demands for clothing on the Royal Victoria Yard, Deptford. Issues are only to be made for cash, and the amounts received are to be taken on charge in cash account No. 1.

(*N.R. 1603/5/35.—A.F.O. 1656/35.*)

ARTICLE **112.**

Clause (4) and Note. *Cancel* and *substitute* :—

(4) Surgeon Lieutenants, R.N.V.R., who desire to apply as candidates for appointment in the Royal Navy as Surgeon Lieutenants for short service, may make application to the Medical Director-General of the Navy upon the announcement of vacancies. Selection will be made by interview and credit will be given to candidates who have held R.N.V.R. commissions.

(*C.W. 6885/35 ; N.R. 6001/19/35.—A.F.O. 2149/35.*)

ARTICLE **148.**

Clause (1), line 5 :—

Amend age of entry of Seamen, Signal and Telegraphists *to read* " 18 to 26 ".

(*N. 767/35 ; N.R. 6026/1/35.—A.F.O. 608/35.*)

ARTICLE **157.**

Clause 8. *Cancel* and *substitute* :—

(8) In the case of Seamen C.P.Os. and P.Os. not holding a higher gunnery or torpedo rating (*see* Articles **424** and **425** of the King's

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Regulations and Admiralty Instructions), this course may count in lieu of the requalifying courses laid down in Section I, clause 7 and Section II, clause 14 of Appendix C, and will be accepted for bounty purposes. This also applies to C.P.Os. and P.Os. who are due to requalify in higher non-substantive rates, but such ratings must requalify at the following first opportunity in order to remain eligible for non-substantive pay in accordance with clause 3.

(*N. 4398/35 ; N.R. 6037/8/35.—A.F.O. 2946/35.*)

Cancel Articles **159, 160, 166** and **167**. *Insert* new Articles **166** and **167** as follows :—

166. *Qualifications for Advancement—V/S and W/T Ratings.*—The following are the qualifications required for advancement and for non-substantive rates in the V/S and W/T branches of the Royal Naval Volunteer Reserve :—

(A) *Ordinary Signalman and Ordinary Telegraphist.*

Ordinary Seamen allocated to the Signal or Telegraphist Branches in accordance with Article **138**, paragraph 3, are not to be rated Ordinary Signalmen or Ordinary Telegraphists, nor wear branch distinguishing badges, until they have attained the standards laid down in Appendix C, Section III, Clause I, and Section IV, Clause 1.

2. They are not to be sent to sea as V/S or W/T ratings until they have been so rated.

(B) *Advancement to Signalman or Telegraphist.*

After performing 14 days' naval training at sea, Ordinary Signalmen and Ordinary Telegraphists are eligible for advancement to Signalmen or Telegraphists, provided :—

(*a*) They are recommended by the Commanding Officer of their division ;
(*b*) They are 19 years of age ;
(*c*) They have completed one year's service ;
(*d*) They have qualified as " efficient " at Headquarters ;
(*e*) They have passed an examination in signals or W/T at Headquarters and show they possess a good knowledge of subjects in which they have so far been instructed (*See* Article **167**, Clause A (1).)

2. Signalmen and Telegraphists must qualify in branch and pass for Trained Operators as laid down in Article **166**, Clauses (*g*) and (*h*), before being eligible for further advancement.

(C) *Advancement to Leading Signalman or Leading Telegraphist.*

Ratings who have qualified for V/S 3 or W/T 3 are eligible to be rated Acting Leading Signalmen or Acting Leading Telegraphist when vacancies occur, provided :—

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(*a*) They are recommended by the Commanding Officer of the ship during their last period of training ;
(*b*) They have passed the provisional swimming test.

2. Advancement will be on an " acting " basis under similar conditions to those laid down for Seaman ratings in Article **165**, Clause 3.

(D) *Advancement to Yeoman of Signals or Petty Officer Telegraphist.*

Ratings who have qualified as V/S 2 or W/T 2 are eligible to be rated Acting Yeoman of Signals or Acting Petty Officer Telegraphists, when vacancies occur, provided :—

(*a*) They are recommended by the Commanding Officer of the ship during their last period of training ;
(*b*) They have completed 4 years as Leading Signalmen or Leading Telegraphists, and, in addition, for advancement to Acting Petty Officer Telegraphists, they have :—
(*c*) Completed in the aggregate 90 days' sea training within a period of 4 consecutive years from the date of advancement to Leading Telegraphist.

2. Advancement will be on an " acting " basis under similar conditions to those laid down for Seaman ratings in Article **165**, Clause 4.

(E) *Advancement to Chief Yeoman of Signals or Chief Petty Officer Telegraphist.*

Yeoman of signals and Petty Officer Telegraphists, in order to qualify for advancement to Chief Yeoman of Signals and Chief Petty Officer Telegraphists must :—

(*a*) Be recommended by the Commanding Officer of their ship during their last period of training ;
(*b*) Have completed at least 2 years in their present rating.

(F) *Promotion to Warrant Rank.*

To be eligible for promotion to Warrant Rank a rating must :—

(*a*) Hold the relative rank of Chief Petty Officer or Petty Officer and have performed a minimum of 42 days' training at sea in those ranks ;
(*b*) Have 15 years man's time in the R.N. or R.N.V.R. in the Seaman or Communications branch ;
(*c*) Be under 40 years of age ;
(*d*) Have been recommended by the Commanding officer of his Division ;
(*e*) Have trained at sea subsequent to the recommendation at (*d*) and on completion be also recommended by the Captain of the ship in which he trains.
(*See* Article **167**D for training during this period.)

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(*f*) Have passed Grade I of the City and Guilds of London Institute examination in Radio Communication, in the case of Telegraphist ratings. To be done prior to the Naval Course in (*g*).

(*g*) To undergo the course and pass the examination in Appendix C, Section III, Clause 7, or Section IV, (Clause 7), (Passing in Seamanship is not required) ;

(*h*) To be recommended by the Captain of the Signal School on Completion of the course at (*g*).

(G) *Qualification in Branch.*

Signalmen and Telegraphists are eligible to volunteer, if recommended, for a 14 days' course at a Home Port, at the conclusion of which they are examined for qualifications in branch. (*See* Appendix C, Section III, Clause 3, and Section IV, Clause 3, for syllabi of courses and examinations.)

2. Men who fail to pass the examinations or are considered unsuitable at any time may be reverted from the V/S or W/T branches at the discretion of the Commanding Officers of their Divisions.

(H) *Qualification as Trained Operator.*

(*a*) 2 years' service as Signalman or Telegraphist and having carried out 14 days' sea training since qualifying in branch. (The examination at (*c*) may be held during this period.)

(*b*) To have been recommended by the Commanding Officer of his Division.

(*c*) To be examined *at sea* in accordance with Appendix C, Section III, Clause 4, or Section IV, Clause 4.

(*d*) To have applied for examination prior to embarkation.

2. *See* Article **167**B for details of training during this period.

(I) *Qualification as V/S 3 or W/T 3.*

(*a*) 3 years' service in the rating of Signalman or Telegraphist.

(*b*) To have qualified as Trained Operator.

(*c*) To have been recommended by the Commanding Officer of his Division.

(*d*) To undergo the four weeks' course and pass the examination in Appendix C, Section III, Clause 5, or Section IV, Clause 5.

2. The course and examination may be taken in two parts.

(J) *Qualification as V/S 2 or W/T 2.*

(*a*) To have been confirmed as Leading Signalman or Leading Telegraphist *or* 6 years in the rating of Signalman or Telegraphist.

(*b*) To have qualified as V/S 3 or W/T 3.

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(*c*) To have been recommended by the Commanding Officer of his Division.

(*d*) To undergo the 4 weeks' course and pass the examination in Appendix C, Section III, Clause 6, or Section IV, Clause 6.

2. The course and examination may be taken in two parts.

(K) *Qualification as V/S 1 or W/T 1.*

This qualification is not open to R.N.V.R. ratings in peace time, except that those ratings who pass for Warrant Rank are automatically qualified.

167. *Notes on Training for Advancement, etc., of Signal and W/T Ratings.*

(A) *Ordinary Signalman and Ordinary Telegraphist.*

Preliminary Instruction.—The preliminary instruction which is to be carried out at headquarters before men are rated Signalmen or Telegraphists, is laid down in Appendix C, Section III, Clause 2, and Section IV, Clause 2.

2. During the period of 14 days at sea :—

(*a*) *Ordinary Signalmen* are to accustom themselves to life in the Signal Branch afloat, and have access to and commence to study the signal books.

(*b*) *Ordinary Telegraphists* are to spend as much time as possible in a cabinet in order to apply their knowledge of Morse to practical operating, and to spend at least two days in coding and signal book instruction.

(B) *Signalman and Telegraphist—at Sea.*

(*a*) *Signalmen* are to be trained in every branch of a Signalman's duties.

(*b*) *Telegraphists* are to keep watch in a cabinet under a good operator, and finally, before leaving, keep watch alone.

2. During a period of sea training the rating may be examined for Trained Operator, in accordance with Article **166**H.

(C) *Acting Leading Signalman and Acting Leading Telegraphist—at Sea.*

(*a*) *Signal Branch.*—Ratings are to be employed if possible as second hands of watches, and during the later periods of their training as leading hands of watches under a Yeoman of the Watch.

(*b*) *Telegraphist Branch.*—Ratings are to be given practical instruction in the working of all sets fitted, to keep cabinet watch in the main and third offices (not necessarily as the operator of the watch), to be instructed in the care and maintenance of secondary batteries, alternators, etc., and in the internal organisation of the W/T department of the ship.

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(D) *Candidates for Warrant Rank and ratings of Chief Petty Officer or Petty Officer Rank.*

During training periods at sea, the following instruction is to be given, special attention to details being given in the case of candidates recommended by the Commanding Officer of the Division for Warrant Rank.

(*a*) *Signal Branch.*—They are to be given practical instruction in the working of all branches of the department, *e.g.*,

(i) Duties of Yeoman of the Watch.
(ii) Duties of Yeoman of the S.D.O.
(iii) Duties of Yeoman in charge of stores and cleanliness of the department.
(iv) Duties of Divisional Yeoman.

These duties are to be performed under the supervision of the Yeoman of Signals, R.N., in charge of the duty mentioned.

(*b*) *Telegraphist Branch.*—They are to be given instruction on similar lines to that laid down in Article **167**C (*b*).

(E) *General.*

Periods at Headquarters are to be devoted to preparing ratings for the examination for their next non-substantive rate, in accordance with Appendix C.

(*N.R. 6030/2/35.—A.F.O. 1111/35.*)

ARTICLE **204**.

Add new Clause (4).

(4) Embarkation for Naval training, when not borne for pay, will count as two drills for each day of training performed.

(*P.M. 2175/35 ; N.R. 6004/7/35.—A.F.O. 2711/35.*)

ARTICLE **232**.

Clause (3). *Cancel* and *substitute* :—

(3) On completion of a course, officers are to be examined, and the Commanding Officer of the School is to render a report to the Admiral Commanding, a duplicate being sent to the Commanding Officer of the R.N.V.R. Division concerned.

(*C.W. 1148/35 ; N.R. 4/35.—A.F.O. 608/35.*)

ARTICLE **246A**.

Insert new Article :—

246A. *Sea Experience in Pilotage and Navigation.*—R.N.V.R. officers who have carried out the Navigational Course at H.M. Navigation School, Portsmouth, are to be given every opportunity of making practical use of their knowledge during their subsequent periods of sea training.

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They should, if possible, be detailed as follows :—

Officers who have passed Part I to carry out duties of Assistant Officer of the Watch at sea.

Officers who have passed Part II to carry out duties of Assistant Navigating Officer.

(*C.W. 1378/35 ; N.R. 6010/2/35.—A.F.O. 608/35.*)

ARTICLE **257**.

Clause (8). *Cancel* and *substitute :—*

(8) The periods for which ranks and ratings embark, as shown on Form R.N.V. 16, are not to be exceeded without the prior approval of the Admiral Commanding, except, unavoidably, when a ship proceeds to sea, or owing to other exigencies of the Service, when ranks or ratings may be retained for a longer period or discharged to another ship to complete training. (*See* Article **265** (2) and Article **366** (6).)

(9) When an officer or man is retained under clause (8), particulars of the period and the authority are to be inserted in the " Remarks " column of the ledger of the ship or establishment in which the officer or rating is embarked.

(*D.N.A. 84/35 ; N.R. 6004/1/35.—A.F.O. 1408/35.*)

ARTICLE **361**.

Clause (5). *Cancel* and *substitute :—*

(5) Warrant Officers and Commissioned Officers from Warrant Rank who are obliged to join a mess which includes all officers, will be allowed 1*s.* 6*d.* a day to meet their increased expense.

(*C.W. 8617/34 ; N.R. 5007/4/35.—A.F.O. 1408/35.*)

ARTICLE **362**.

Clause (4). *Cancel* and *substitute :—*

(4) An officer who withdraws or is discharged from the force before the completion of four years' service will be required to refund the amount paid to him to the extent of one quarter of the allowance in respect of each year or portion of a year by which his service falls short of four years, but in exceptional circumstances, *e.g.*, where the failure is due to death or ill health, not attributable to the officer's misconduct or imprudence, the refund will be waived automatically. In computing the sum to be recovered from officers referred to in Clause (3), both former service and the amount of the grant received (or retained) in respect thereof will be ignored.

(*C.W. 3437/35 ; N.R. 6014/5/35.—A.F.O. 1656/35.*)

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ARTICLE **373.**

Clause (2), 5th line. *Delete* clause (3) and *insert* clauses (3) and (4).

Clause (4). *Add* after paragraph (C) :—

Note.—The above-mentioned grant is not payable in respect of Naval training when not borne for pay.

(*P.M. 2175/35 ; N.R. 6004/7/34.—A.F.O. 2711/35.*)

ARTICLE **379.**

Cancel and *substitute :—*

379. *Removal Expenses.*

(i) On first appointment a Chief Petty Officer Instructor will be allowed a railway warrant between his place of residence in Great Britain or Ireland and his place of employment.

(ii) On confirmation in his appointment after the three months probationary period (Article **76**), an Instructor who is then eligible and has not previously been granted a free removal under King's Regulations and Admiralty Instructions, Article **1665**, will be allowed a railway warrant for his wife and children (or refund of their travelling expenses to an amount not exceeding the Government rate if his family has moved to his place of employment before the date of his confirmation) and removal expenses for his furniture and household effects up to a maximum of 60 cwt.

If, however, he is not then eligible for a free removal under King's Regulations and Admiralty Instructions, Article **1665**, he will be required to bear the first £3 of the cost of the travelling expenses of his wife and children, and the removal of his furniture and household effects.

(iii) On the completion of the full period of the engagement, or on discharge from the appointment for reasons not within his own control, and provided the removal is effected within a period of twelve months, a Chief Petty Officer Instructor will be allowed a railway warrant for himself, his wife and children, and also conveyance of furniture and household effects up to a maximum of 60 cwt. to any place in Great Britain or Ireland.

(2) Shipkeepers and caretakers appointed to R.N.V.R. Divisions will be allowed the actual reasonable travelling expenses of themselves and of their wives and children, also conveyance of furniture, etc., not exceeding 35 cwt.—

(*a*) on taking up the appointment ;

(*b*) on termination of appointment provided the appointment is held for not less than three years or is terminated earlier

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for reasons beyond the man's own control and subject to removal, where allowable, being effected within twelve months of date of discharge.

(3) Widows of Chief Petty Officer Instructors, Shipkeepers and Caretakers will be allowed reasonable travelling expenses, incurred by them and by their children in proceeding to their future homes, as well as the free conveyance of their furniture and effects not exceeding the regulated allowance. Railway warrants and consignment notes are to be used wherever practicable.

(4) The term " children " is to be understood to include sons under 16 years of age, unmarried daughters dependent on and residing with their father, and sons over 16 years of age who, by reason of physical or mental infirmity, are necessarily dependent on their parents.

(5) The necessary railway warrants, consignment notes and instructions will be issued in all cases by the Director of Navy Accounts.

(6) Actual reasonable expenses incurred in packing furniture and effects are allowable as a charge to Public Funds when removals are carried out at the cost of the Crown. The term " actual reasonable expenses " is intended to cover the purchase of the necessary packing materials and small outlays for hired assistance, if required, but not such charges as would be incurred if firms were engaged to supply materials and pack. The amounts expended should ordinarily not exceed £2, and this sum is not to be exceeded except with the prior approval of the Admiral Commanding. The amounts so expended are to be supported by receipted vouchers, showing the nature and quantity of materials purchased. Materials purchased will become the property of the rating, and should be retained and utilised as far as possible in subsequent removals.

(7) All claims connected with removals should be forwarded to the Director of Navy Accounts for approval before payment.

(N. 2871/35 ; N.R. 1604/68/33.—A.F.O. 2419/35.)

ARTICLE **382.**

Add new clause (2).

(2) Officers and men embarked for authorised training, but not borne for pay, if suffering from disablement arising from injury or illness which is attributable to the performance of such training, are eligible for the allowances shown in Article **385** only.

(P.M. 2175/35 ; N.R. 6004/7/34.—A.F.O. 2711/35.)

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CHAPTER XV.

SECTION IV.

Amend present heading to *read* :—

INJURIES SUSTAINED AT DRILL OR ON DIVISIONAL DUTY WHEN NOT BORNE FOR PAY.

(*P.M. 2175/35 ; N.R. 6004/7/34.—A.F.O. 2711/35.*)

ARTICLE **385.**

Cancel Clause 1 and *substitute* :—

385. An officer who is shown to the satisfaction of the Admiralty to be suffering from disablement arising from injury or illness which is attributable to the performance of authorised training when not borne for pay, authorised drill or divisional duty, will be entitled to medical attention or reimbursement of such medical expenses as the Admiralty may consider reasonable and necessary, but in no case exceeding what would be allowed to a Naval officer of corresponding rank in similar circumstances.

Cancel Clause 3 and *substitute* :—

(3) A sum not exceeding 5*s*. a day may be granted at the discretion of the Admiralty to a rating who may be injured while undergoing drill or authorised training when not borne for pay, thus being rendered incapable of resuming his civil employment and thereby caused to suffer pecuniary loss. The injury is to be reported at once to the Admiral Commanding, and a hurt certificate signed by the Commanding Officer, a Medical Officer, and an eye-witness of the accident (to be an officer if possible) should accompany the report.

Cancel Clause 4 and *substitute* :—

(4) A similar allowance may be paid to a rating who is incapacitated by illness proved to the satisfaction of the Medical Director-General of the Navy to have been contracted in or by the performance of drill or authorised training when not borne for pay, and thereby caused to suffer pecuniary loss, but no claim will be allowed which is not preferred within 12 months of the drill in question.

(*P.M. 2175/35 ; N.R. 6004/7/34.—A.F.O. 2711/35.*)

ARTICLE **386.**

Clause (1), 3rd line, *after* " conditions of training " *insert* " whilst borne for pay ".

(*P.M. 2175/35 ; N.R. 6004/7/34.—A.F.O. 2711/35.*)

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ARTICLE **387.**

Cancel Clause (1) and *substitute :—*

387. In the event of a man sustaining a wound or injury on duty, for which a hurt certificate has been granted or being invalided for a disability attributable to the conditions of service, while under Naval training and borne for pay, or when called out for active service, he will be granted the rate of disablement pension or gratuity allowable to a Naval rating for similar wound, injury or disability, and when the wound, injury or disability is sustained during mobilised service the pension or gratuity will be supplemented by any additions allowable in respect of time served or rank held during such service.

(*P.M. 2175/35 ; N.R. 6004/7/34.—A.F.O. 2711/35.*)

ARTICLE **388.**

Clause (1), 3rd line, *after* " conditions of training " *insert* " whilst borne for pay ".

(*P.M. 2175/35 ; N.R. 6004/7/34.—A.F.O. 2711/35.*)

ARTICLE **425.**

Clause (6). *Add :—*

" except in the case of ratings sent to Home Fleet Destroyers when their Service Certificates are to be sent to the R.N. Barracks, where the pay accounts are carried out."

(*N.R. 1606/3/35.—A.F.O. 892/35.*)

APPENDIX B, PART V.

Cancel and *substitute :—*

V.—NAVIGATION AND PILOTAGE.

(1) COURSE FOR SUB-LIEUTENANTS QUALIFYING FOR PROMOTION TO THE RANK OF LIEUTENANT. (Article 126, Clause 5, Note (1).)

This course will follow immediately after the seven days' Gunnery Course (Article 126, Clause 5, Note (1)). Dates of commencement will be promulgated by the Admiral Commanding.

Syllabus (5½ working days).

Sec. I.—*Compass.*—Explanation and application of variation and deviation. How to take bearings.		
II.—*Chronometer.*—Winding and daily comparison. Taking times by D.W. for sights. Time Signals.	½ day.	

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III.—*Meteorology.*—Barometers, mercurial and aneroid. Barograph. Hygrometer. Cause of wind and effect of Earth's rotation on its direction. Weather to be expected in cyclonic and anti-cyclonic conditions. British Storm Signals. ½ day.

IV.—*Tides.*—Elementary knowledge of cause of tides. Spring and Neap tides. To be able to find the time of H.W. and L.W. at any Standard Port, and also the depths at those times, given sounding on chart. To be able to make use of tidal information on charts and in Tidal Atlas, neglecting velocity on intermediate days and times. Relation between spring and neap velocity. ½ day.

V.—(*a*) Supply, arrangement and correction of charts and sailing directions. System of lights, buoyage and fog signals in use on British coasts. Chart abbreviations. Duties of O.O.W. at sea. Writing up the log. 3½ days.

(*b*) Fixing by all terrestrial methods. Laying off a course, allowing for tide. Leading marks, clearing marks, transits and lines of bearing. General principles of pilotage in fog. Runing lines of soundings.

(*c*) Knowledge of patent logs. Kelvin's sounding machines.

(*d*) Rule of Road.

Examination (½ day).	*Full Marks.*	*Qualifying Marks.*
(*a*) Paper I (1½ hours).—General paper on Sections I, III and V (*a*).	100	50
Paper II (45 mins.).—Fixing paper, omitting station pointer fixes.	50	25
(*b*) Viva Voce Examination.—Sections II, IV and V (*c*).	50	25
(*c*) Viva Voce Examination.—Rule of the Road.	50	25

(2) Course for Lieutenants qualifying in Navigation and Pilotage. (Article 232.)

The course is divided into two parts, each of two weeks' duration (11 working days).

Part I will commence on the first Monday of January, March, May, July, September, and November, and Part II on the third Monday of those months.

Before taking Part II officers must qualify in Part I.

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After passing both parts, officers will be qualified in Navigation and Pilotage.

Requalifying courses will commence on the above dates, and will consist of the same syllabus and examination.

Part I.

Syllabus.

Sec. I.—(*a*) *Compass, Magnetic.*—Properties of magnets. Terrestrial magnetism. Permanent, sub-permanent and induced magnetism in a ship; its resolution into components and the deviation caused. Heeling error and deviation caused. Directive force. Practical correction of permanent and induced magnetism and heeling error. Changes in deviation on change of magnetic latitude. Precautions before swinging. Methods of swinging. Analysing a deviation table and determining the approximate coefficients. Obtaining the variation at sea. — 1 day.

(*b*) *Compass, Gyro.*—The master compass (general knowledge only). Errors in synchronising repeaters. The alarm system. Starting and stopping. Mercury box valves, latitude levelling dial, hunt adjuster. Instructions, use of forms, reports, etc. — 1 day.

Note.—A knowledge of the theory and electrical system of a gyro compass is not required.

II.—*Chronometer Work.*—Supply, return and transfer of chronometers and watches. Safe distances from electrical instruments. Management and care. Unpacking a wedged chronometer or watch. Comparing. Value of daily comparisons. Keeping comparison book. Obtaining errors by W/T or visual time signal and by comparison with standard clocks. Comparisons necessary when obtaining errors. Rating chronometers and watches. System of time keeping at sea. — ½ day.

III.—*Meteorology.*—The atmosphere. General pressure distribution over earth's surface. Permanent winds, trades, westerlies, periodic winds. The commoner forms of isobars and associated weather. British storm signals. Instruments:—Barometer, mercurial and — 1 day.

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aneroid; barograph; hygrometer; thermometers; meteorological winds and current charts.

IV.—*Tides.*—Tidal definitions. Tidal peculiarities. To find time and height of H.W. and L.W. and to find height at an intermediate time at standard ports and secondary ports by differences only. Use of tidal atlases. Tidal information on Admiralty charts. To determine direction and rate of tidal streams at intermediate times. 1½ days.

V.—*Ship and Fleet Work.*—Turning of ships. Action of propellers. Turning circle. Definitions. Gaining and losing speed. Keeping dead reckoning. Station keeping. Description and use of Battenberg and mooring board. Changing station by Battenberg. Anchoring on a ship already anchored, using mooring board. 2 days.

VI.—*General Navigation and Pilotage.*—(*a*) Supply, arrangement and correction of charts and sailing directions. Use of all hydrographic publications supplied to H.M. ships. System of lights, buoyage and fog signals. Duties of O.O.W. at sea. Writing up the log. Rule of the road. 3 days.

(*b*) Fixing by all methods.

(*c*) The track of the ship and avoidance of dangers in pilotage waters. Navigation in fog. Anchoring in a pre-determined position. Conning the ship.

(*d*) General knowledge of all navigational instruments in use in H.M. ships, including the measurement of angles by sextant.

Examination (½ day).	*Time.*	*Marks.*
General paper to cover all sections ..	2½ hours	250
Fixing paper	½ hour	50
Total		300

Certificates.

1st class certificate	240 marks.
2nd class certificate	195 ,,
3rd class certificate	150 ,,

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Part II.

Syllabus.

Sec. I.	*Astronomical Navigation.*—Mercator sailing by middle latitude and meridional parts. Use of traverse tables. To obtain the deviation of the compass by time azimuth of any heavenly body. To fix the ship's position by sights of all heavenly bodies, including short equal altitudes and latitude by polaris. To find the time of rising and setting of sun and moon. Use of W/T.D.S. for fixing the ship's position.	5 days.
II.	*Meteorology.*—Synoptic system of weather forecasting. Polar front theory. Weather reports from ships at sea. Decoding, plotting and forecasting of weather shipping bulletin and fleet synoptic messages. Special forecasts. Fog. Single observer forecasting. Tropical revolving storms.	1½ days.
III.	*Tides.*—Revision of Part I, Section IV. Method of finding the height of the tide at an exact hour by harmonic constants.	1½ days.
IV.	*Ship and Fleet Work.*—Weighing, anchoring and handling ships singly and in company. Elementary relative speed problems. Use of Battenberg. Principles of handling a fleet by Equal Speed, forming and disposing and stationing signals. Special manœuvring Signals.	2 days.
	Action Plotting.—Objects of the plot. Reference positions and enemy reporting.	
V.	*Revision*	½ day.

Examination (½ day).

	Marks.
General paper to cover Sections II, III and IV (time, 1½ hours).	150
Astronomical navigation paper (time, 1½ hours) ..	150
Total	300

Certificates.

1st class certificate	240 marks.
2nd class certificate	195 ,,
3rd class certificate	150 ,,

(3) Course for Captains and Commanders. (Article 231).

A one week's course which will be arranged at any time the officers apply to undergo the course.

(C.W. 1378/35; N.R. 6010/2/35.—A.F.O. 608/35.)

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APPENDIX C.

SECTION III.—SIGNALS.

Cancel and *substitute :—*

III.—SIGNALS.

(1) STANDARDS REQUIRED FOR RATING OF ORDINARY SIGNALMAN.

(*See* Article **166**A).

(*a*) To read semaphore at 8 words a minute.

(*b*) Morse flag-waving and flashing at 6 words a minute (test message and P/L message only).

(*c*) To have a knowledge of the colours of naval flags and pendants.

Seventy-five per cent. of the maximum number of marks required in all these subjects.

(2) PRELIMINARY INSTRUCTION AT HEADQUARTERS.

(*See* Article **167**A (1).)

Semaphore.	V/S Instructions.
Flashing.	Boats' Signal Book.
Buzzer.	International Code.

(3) SIGNALMEN QUALIFYING IN BRANCH.

(*See* Article **166** (G).)

(Duration of course—two weeks at a Home port.)

Syllabus.

Fleet Work.

Colours and principal significations of flags and pendants (Naval and International).

Principal definitions and distinguishing signals.

Organisation of a fleet.

Manœuvring signals (alter course pendants).

Procedure.

Standard phraseology and phonetic alphabet.

Instructions for use of Morse code and procedure signals.

Instructions for signalling by flags, flashing, semaphore (not to include repeating duties).

Miscellaneous.

General knowledge of the use of the principal signal books used by the V/S Department.

Rule of the road.

Practical.

Semaphore (mechanical and hand flags), flashing and buzzer once daily. Morse flag twice a week.

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Examination.

Subject.	*Rate, W.P.M.*	*Marks allowed.*	*Percentage required to Pass.*
Semaphore :—			
Mechanical, reading ..	12	100	80
Hand flag, reading ..	16	100	80
Mechanical, making ..	—	50	75
Hand flag, making ..	—	50	75
Flashing, reading	8	100	85
Flashing, making	—	50	80
Morse flag, reading	8	100	80
Morse flag, making	—	50	70
*Buzzer, reading	—	—	—
*Buzzer, making	—	—	—
Paper		200	75
Oral		100	75

* Buzzer taught with a view to examination for higher rating and to assist in teaching the Morse Code, but no examination.

(4) QUALIFYING EXAMINATION FOR TRAINED OPERATOR (V/S).

(*See* Articles **166**H and **167**B (1).)

The examination is to be taken at sea.

There is no course for this non-substantive rate. The examination, which is to be conducted by a qualified Signal Officer, is confined to subjects in the " Qualifying in Branch " Course.

Examination.

Subject.	*Rate.*	*Marks allowed.*	*Percentage required to Pass.*
Semaphore :—			
Mechanical, reading ..	Standard	100	80
Hand flags, reading ..	Standard	100	80
Flashing, reading	Standard	100	85
Morse flag, reading	Standard	100	80
Buzzer, reading	15 w.p.m.	100	75
Buzzer, making	15 w.p.m.	100	70
Oral		100	75

(5) QUALIFYING COURSE FOR VISUAL SIGNALMAN, 3RD CLASS (V/S 3).

(Article **166** (I).)

Duration of Course :—

Part " A "—2 weeks at H.M. Signal School, Portsmouth.
Part " B "—2 weeks at H.M. Signal School, Portsmouth.

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Ratings unable to attend the full course of 4 weeks may take the course in two parts (" A " and " B ") of two weeks each, an examination in the subjects taken being held at the conclusion of each part, to be of the same standard as that laid down for the full course.

Syllabus.

PART " A."

As for " Qualifying in Branch " syllabus, and in addition :—

Fleet Work.

Use of distinguishing signals.
Manœuvring signals (forming and disposing, equal speed and stationing signals, guard and bearing pendant).
Raising steam.
Distance apart of columns and ships in column.
Guide of the fleet.
Ships exchanging stations.
Ships ordered to conform.
Passing through a line or between columns.
Man overboard in time of war.
Man overboard in time of peace.
Signals to be displayed by vessels hunting submarines.
Signals to be displayed when working cables.
Signals to be displayed when towing sweeps.
Signals to be displayed by an auxiliary vessel when on patrol.

Miscellaneous.

General contents of miscellaneous signal books used by V/S department.
International Code of Signals.

Procedure.

Instructions for use of 1-, 2- and 3-letter Morse procedure signals.

Coding.

Practical Coding :—A.V.S.B., Self-Evident Code, Boats' Signal Book.

PART " B."

Revision of Part " A," and in addition :—

Fleet Work.

Manœuvring signals (Deployment pendants).
Reports on sighting enemy submarines.
Reference positions and suffixes.

Procedure.

General rules for V/S in a fleet.
Instructions for signalling by flags, semaphore, flashing and telephone.

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Miscellaneous.

Care and maintenance of stores (V/S Material Handbook).
Instructions relative to " Colours," etc. (King's Regulations and Admiralty Instructions).

Coding.

Drafting and despatch of messages.
Use of Nodeco, Notbywit, and paraphrasing.
Negative reports.
Method of reporting hostile aircraft to Air Defence of Great Britain by H.M. Ships, etc.
Practical Coding :—Fleet Code, Vol. I, Peace Code, Auxiliary Code, " T " Table and Drill Table.

Practical.

Semaphore (mechanical and hand flags), flashing and buzzer once daily. Morse flag twice a week.

Examination.

Subject.	*Rate.*	*Marks allowed.*	*Percentage required to Pass.*
Semaphore :—			
Mechanical, reading ..	Standard	100	90
Hand flag, reading ..	Standard	100	90
Flashing, reading	Standard	100	88
Morse flag, reading	Standard	100	88
Buzzer, reading	15 w.p.m.	100	80
Buzzer, making	15 w.p.m.	100	75
Paper		200	75
Oral		100	75

(6) QUALIFYING COURSE FOR VISUAL SIGNALMAN, 2ND CLASS (V/S 2).

(Article **166**J.)

Duration of course :—

Part " A "—2 weeks at H.M. Signal School, Portsmouth.
Part " B "—2 weeks at H.M. Signal School, Portsmouth.

Ratings unable to attend the full course of 4 weeks may take the course in two parts (" A " and " B ") of 2 weeks each, an examination in the subjects taken being held at the conclusion of each part, to be of the same standard as that laid down for the the full course.

Syllabus.

Parts " A " and " B " as for course for V/S 3, but a higher standard is required.

Practical.

Semaphore (mechanical and hand flags), flashing and buzzer twice a week, Morse flag once a week.

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Examinations.

Subject.	*Rate.*	*Marks allowed.*	*Percentage required to Pass.*
Semaphore :—			
Mechanical, reading ..	Standard	100	96
Hand flag, reading ..	Standard	100	96
Flashing, reading	Standard	100	95
Morse flag, reading	Standard	100	92
Buzzer, reading	15 w.p.m.	100	80
Buzzer, making	15 w.p.m.	100	75
Paper		200	80
Oral		100	80

(7) QUALIFYING COURSE FOR SIGNAL BOS'N, R.N.V.R.

(*See* Articles **166**F and **167**D.)

Duration of course :—6 weeks at H.M. Signal School, Portsmouth.

Syllabus.

First Week.

Instructions for the use of the fleet code.
Definitions.
Significations of naval flags and pendants.
Distinguishing signals, fleet numbers and their uses.
Organisation of a fleet.
Instructions for the conduct of a fleet.
Instructions for the conduct of signalling.
Manœuvring signals.

Second Week.

General rules for V/S in a fleet.
Instructions for signalling by flags.
Instructions for signalling by semaphore.
Instructions for signalling by Morse.
Instructions for signalling by flashing.
Instructions for signalling by sound.

Third Week.

Fleet codes and appendices.
Instructions for distribution of gunfire signals.
Special signals to be made or displayed on certain occasions.
General instructions. (Signal Manual.)
Drafting and despatch of messages.
Enemy reports.
Distress messages.
Coding instructions.
Practical coding and decoding.

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Fourth Week.

Auxiliary Vessels' Signal Book.
Boats' Signal Book.
International Code.
Organisation of the Signal Department.
King's Regulations and Admiralty Instructions, Chapter II.

Fifth Week.

Matériel.
Examination.

Notes.

(i) Semaphore (mechanical and hand flags) once daily.
(ii) Morse flag twice a week.
(iii) Practical work at flashing and sound model once a week.
(iv) Buzzer to be read once daily throughout the *whole* course.
(v) Exercise flag signalling as on active service for ¾ hour two days a week.
(vi) Exercise directional flashing procedure for ¾ hour one day a week.
(vii) Marching manœuvres ½ hour daily.
(viii) Standard flashing exercise to be read according to percentage obtained during the previous week.

Sixth week.

Salient features of naval W/T procedure.
Methods of handling W/T traffic.
W/T organisation ashore and afloat.
Names and uses of the principal W/T transmitting and receiving instruments in certain typical sets.
Practical W/T procedure.
W/T examination.

Examination.

Subject.	*Rate.*	*Marks allowed.*	*Percentage required to Pass.*
Semaphore :—			
Mechanical	Standard	100	98
Hand flags	Standard	100	98
Morse flag	Standard	100	96
Flashing	Standard	100	97
Buzzer, reading	15 w.p.m.	100	85
Buzzer, making	15 w.p.m.	100	80
Part "A"	—	200	85
Part "B"	—	100	85
Part "C"	—	200	85
Part "D"	—	100	85
Ability to take charge of a class at marching manœuvres ..	—	50	90
Ability to take charge when signal exercise is being conducted as on active service	—	50	90

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Part " A."—A paper consists of about 20 questions from Parts I and II, III and IV. (*See* Syllabus of Examination of Signal Ratings.)

Part " B."—Practical coding and decoding. (*See* Syllabus of Examination of Signal Ratings.)

Part " C "—Oral and material examination. (*See* Syllabus of Examination of Signal Ratings.)

Part " D."—W/T paper, similar to Part VII. (*See* Syllabus of Examination of Signal Ratings.)

(*N.R. 6030/2/35.—A.F.O. 1111/35.*)

APPENDIX " C."

SECTION IV.—WIRELESS TELEGRAPHY.

Cancel and *substitute :—*

IV.—WIRELESS TELEGRAPHY.

(1) STANDARDS REQUIRED FOR RATING OF ORDINARY TELEGRAPHISTS.

(*See* Article **166**A.)

(To attain the following standard.)

To receive at the rate of 15 words a minute.

(2) PRELIMINARY INSTRUCTION AT HEADQUARTERS.

(*See* Article **167**A (1).)

(*a*) *Technical.*—Elementary spark theory; starting up spark set; reception, theory and practical, with crystal set; elementary arc theory; starting up arc set; valve reception, elementary theory; practical valve reception; valve transmission, elementary theory.

(*b*) *W/T Organisation.*—Methods of handling W/T messages. W/T guards system.

(*c*) *Procedure.*—Morse code, principal single letter procedure signals, practical procedure exercises; standard buzzer exercises.

(3) TELEGRAPHISTS QUALIFYING IN BRANCH.

(See Article **166**G.)

Syllabus.

Theory.

Inductance and capacity.
Transformers.
Oscillatory circuits.
Charging circuits.
Receiving circuits.
Transmitting and receiving valves.

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Technical.

Practical instruction at certain typical spark and valve sets.

Procedure.

Full, abbreviated, and manœuvring procedure.

Organisation.

Outline of peace time W/T Organisation (Home).
Duties of Operators.

Coding.

Practical use of A.V.S.B. and Auxiliary Code.

Examination.

Subject.	*Rate.*	*Marks allowed.*	*Percentage required to Pass.*
Buzzer, reception	22 w.p.m.	100	75
Buzzer, transmission ..	18 w.p.m.	100	75
Paper	—	100	75
Oral and practical	—	100	70

(4) QUALIFYING EXAMINATION FOR TRAINED OPERATOR (W/T).

(*See* Articles **166**H and **167**G.)

To be carried out afloat.

There is no course for this non-substantive rate. The examination, which is to be conducted by a qualified Signal Officer, is confined to subjects in the " Qualifying in Branch " Course and to sets fitted in the ship in which the candidate is serving.

Examination.

Subject.	*Rate.*	*Marks allowed.*	*Percentage required to Pass.*
Buzzer, reception	22 w.p.m.	100	85
Buzzer, transmission ..	18 w.p.m.	100	80
Technical, oral and practical	—	100	70
Procedure and organisation, oral and practical.	—	100	75

(5) QUALIFYING COURSE FOR WIRELESS TELEGRAPHISTS, 3RD CLASS (W/T 3).

(*See* Article **166** I.)

Duration of Course :—

Part " A."—2 weeks at H.M. Signal School, Portsmouth.
Part " B."—2 weeks at H.M. Signal School, Portsmouth.

Ratings unable to attend the full course of 4 weeks may take the course in two parts (" A " and " B ") of 2 weeks each, an

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examination in the subjects taken being held at the conclusion of each part to be of the same standard as that laid down for the full course.

Syllabus.

PART " A."

Theory.

Outline knowledge of the propagation of waves.
Frequency, wavelength.
Inductance and capacity, and their application in parallel and series.
Resonance.
Alternators.
Rotary converters.
Acceptor and rejector circuits.
Oscillatory spark circuits.
Charging circuits.
Transformers.
General description of Service spark sets.
General principles of valve reception.
Typical Service valve receivers.

Technical.

A good working knowledge of certain typical Service sets.

Procedure.

Full, abbreviated, manœuvring, and commercial W/T guard work.

Organisation.

Naval W/T organisation in peace.
Duties of senior W/T ratings.
W/T guard system.

Coding.

Practical use of A.V.S.B. and Auxiliary Code.

PART " B."

Revision of Part " A," and in addition :—

Theory.

Typical Service valve transmitters.
General principles of valve transmission.

Organisation.

Naval W/T organisation in war.
Organisation of signal department in ships.

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Examinations.

Subject.	*Rate.*	*Marks allowed.*	*Percentage required to Pass.*
Buzzer, receiving	22 w.p.m.	100	85
Buzzer, transmitting ..	18 w.p.m.	100	85
Theory and technical paper..	—	200	65
Procedure and organisation paper.	—	100	75
Technical (oral)	—	100	75
Procedure (practical) ..	—	100	75

(6) QUALIFYING COURSE FOR WIRELESS TELEGRAPHIST, 2ND CLASS (W/T 2).

(*See* Article **166**J.)

Duration of course :—

Part " A."—2 weeks at H.M. Signal School, Portsmouth.
Part " B."—2 weeks at H.M. Signal School, Portsmouth.

Ratings unable to attend the full course of 4 weeks may take the course in two parts (" A " and " B ") of 2 weeks each, an examination in the subjects taken being held at the conclusion of each part, to be of the same standard as that laid down for the full course.

Syllabus.

Theory (Part " A " or " B ").
As for course for W/T 3, but of a higher standard.

Technical (Part " A " or " B ").
As for course for W/T 3, but of a higher standard.

Procedure (Part " A " or " B ").
As for course for W/T 3.

Organisation (Part " A " or " B ").
As for course for W/T 3, and in addition, fleet W/T organisation.

Coding (Part " A " or " B ").
As for course for W/T 3.

Examination.

Subject.	*Rate.*	*Marks allowed.*	*Percentage required to Pass.*
Buzzer, receiving	22 w.p.m.	100	90
Buzzer, transmitting ..	18 w.p.m.	100	85
Theory and technical paper..	—	200	70
Procedure and organisation paper.	—	100	80
Oral	—	100	80
Practical procedure	—	100	80

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(7) QUALIFYING COURSE FOR WARRANT TELEGRAPHIST.

(See Articles **166**F and **167**D.)

Duration of course :—4 weeks at H.M. Signal School, Portsmouth.

Syllabus.

As for course in (5), but a thorough knowledge will be required. Instruction in coding is to be included.

Examination.

Subject.	*Marks allowed.*	*Percentage required to Pass.*
Buzzer, receiving, standard rate	100	95
Buzzer, transmitting, standard rate (22 w.p.m.)	100	85
W/T, theory and technical (transmitting and receiving installations	200	80
Organisation paper	100	80
Coding	100	70
Procedure paper	100	80
Practical procedure	100	80

(*N.R. 6030/2/35.—A.F.O. 1111/35.*)

APPENDIX D.

Delete " Chief Petty Officers . . . as Seamen " and *substitute :—*

Chief Petty Officers and Petty Officers over one year and confirmed in rating (but see Article 45, clause 1) and men not dressed as Seamen.

(*V. 2454/34 ; N.R. 6017/8/34.—A.F.O. 2711/35.*)

APPENDIX J.

Cancel and *substitute :—*

APPENDIX J.

MEDICAL STANDARD REQUIRED FOR ENTRY, ETC., IN THE R.N.V.R.

The following is the minimum medical standard required of officers and men on entry in the R.N.V.R. and during subsequent service :—

(1) VISION.

(*a*) *Officers on Entry.*

Form Vision.—

Executive ..	Better eye 6/9 ; other 6/12.
Engineering ..	
Special Branch	As necessary.
Medical ..	Not less than 6/60 in each eye separately, correcting to 6/6 each eye with glasses.
Dental ..	
Accountant ..	
Chaplains ..	

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There must be no diplopia, squint, fistula lachrymalis or any chronic disease of the eye or eyelids.

Executive Officers should be capable of performing their duties without the aid of glasses. The wearing of glasses on duty is permitted to officers of other branches.

Near Vision.—Candidates for the Executive Branch must be able to read Snellen D = 0·6 with each eye separately without glasses at a distance selected by the candidate. Candidates for the other branches may use glasses to attain this standard.

Colour Vision.—

Executive	Grade I.
Engineering, Medical, Dental	Grade II.
Special Branch	As necessary.
Accountant, Chaplains	Grade III.

Details of the technique of testing and grading colour vision will be found in Medical Research Council, Special Report Series No. 185.

(*b*) *Officers after Entry.*

Form Vision.—

Executive ..	Better eye 6/12 ; other 6/18.
Engineering ..	6/18 using both eyes together ; worse eye not less than 6/36 ; with glasses 6/6–6/9 at least.
Medical .. Dental .. Accountant .. Chaplain ..	6/12 using both eyes together (with glasses).

Colour Vision.—Standards as for entry.

The cases of serving officers who fall below these minimum standards will be specially considered by the Admiralty on their merits before discharge is finally decided upon.

(*c*) *Ratings.—On entry* (*except Telegraphist,* see *paragraph* (3)).
Absence of squint or deformity.

Form Vision.—On enrolment and re-enrolment up to the age of 30.

Not less than 6/9 better eye, 6/18 other, except Writers, who may be 6/12–6/18.

Each eye to be tested separately without the aid of glasses. Glasses are allowed in ratings other than Seaman and Signal branches.

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(*d*) *Ratings.—On re-enrolment at or after the age of* 30.

Seamen ..	6/12 both eyes together, worse eye not less than 6/24.
Signalmen ..	6/12–6/18.
E.R.A. Motor Mechanics	6/18 both eyes together, worse eye not less than 6/36. Correctable by glasses to 6/6–6/9 at least.
Other Artificers	6/24 both eyes together, worse eye not less than 6/36. Correctable by glasses to 6/12–6/12 at least.
Writers ..	6/60–6/60, correctable by glasses to 6/12–6/12 at least.

(*e*) *Ratings.—Colour Vision.—On entry and at all subsequent periods of service.*

Grade I for Seamen and Signal ratings ;
Grade II for Artificer, Motor Mechanic and Artisan ratings ;
Grade III for Writer ratings.

Note.—The Admiral Commanding can authorise at his discretion the retention of ratings whose form or colour vision is slightly below standard.

(2) GENERAL TO OFFICERS AND RATINGS (except Telegraphists, *see* paragraph (3)).

HEARING.

To hear ordinary conversation with either ear.

In all other respects the Admiralty Regulations are to be followed, provided that a certain latitude be allowed in the case of especially desirable candidates or those engaged in trades especially required in the Force.

TEETH.

No specified number required, but a sufficiency of opposing incisors and molars on both sides.

HEIGHT AND CHEST.

Under 20 years :—Height, 5 ft. 1 in. Chest 32.
Over 20 years :—Height, 5 ft. 2 in. Chest 33.
Every additional two inches of height to require one additional inch in chest measurement.

VARICOCELE AND VARICOSE VEINS.

Not to cause rejection unless very marked.

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(3) TELEGRAPHIST RATINGS.

The following is the minimum medical standard required for Telegraphist ratings at all periods of service :—

To be free from any gross physical defect and not suffering from any condition that is likely to become aggravated by duty, or render them incapable of carrying out their duties efficiently. The standard of distant vision to be not less than 6/60, 6/60 capable of correction by glasses to 6/12, 6/12 at least. The standard of near vision, with the aid of glasses if necessary, to be not less than D.0.6.

(*N. 376/35 ; N.R. 3013/41/33 ; N. 730/35 ; N.R. 6036/24/34.— A.F.O. 892/35.*)

APPENDIX M.

Daily Rates of Full Pay—Officers.

Cancel Section I and *substitute :—*

Only mobilised service in a confirmed rank will count for increase in that rank. Progressive pay is not to be credited to any officer without prior authority of the Director of Navy Accounts (*see* Article **360**, clause (2)).

2. Where two scales are shown in the following tables :—

Scale I.—Is applicable to officers who have served in the Reserve continuously from a date earlier than 5th October, 1925.

Scale II.—Is applicable to all other officers.

Rank.	Daily Rates of Pay.	
	Scale I.	Scale II.
Executive and Special Branch Officers.	£ s. d.	£ s. d.
Midshipman (probationary and confirmed)	—	0 5 0
Acting Sub-Lieutenant	—	0 7 8
Sub-Lieutenant (probationary and confirmed) ..	—	0 9 0
Lieutenant (probationary and confirmed)	0 15 4	0 13 6
After 4 years' mobilised service	0 18 2	0 15 4
„ 6 „ „ „	1 1 8	0 18 2
Lieutenant-Commander on promotion	1 7 2	
After 3 years' mobilised service	1 9 0	
„ 6 „ „ „	1 10 10	
Commander on promotion	1 16 2	
After 3 years' mobilised service	1 19 10	One
„ 6 „ „ „	2 3 6	scale
„ 9 „ „ „	2 7 0	only.
Captain on promotion	2 14 4	
After 3 years' mobilised service	2 18 10	
„ 6 „ „ „	3 3 4	
„ 9 „ „ „	3 7 10	

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Rank.	Daily Rates of Pay.	
	Scale I.	Scale II.
Engineer Officers.	£ s. d.	£ s. d.
Engineer Lieutenant (probationary and confirmed) ..	0 18 2	0 16 4
After 4 years' mobilised service	1 0 10	0 18 2
,, 6 ,, ,, ,, ...	1 4 6	1 0 10
Engineer Lieutenant-Commander on promotion ..	1 10 10	
After 3 years' mobilised service	1 12 6	
,, 6 ,, ,, ,, ...	1 14 4	One
Engineer Commander on promotion	2 0 8	scale
After 3 years' mobilised service	2 4 4	only.
,, 6 ,, ,, ,, ...	2 8 0	
,, 9 ,, ,, ,, ...	2 11 8	
Medical Officers.		
Surgeon Sub-Lieutenant (probationary and confirmed)	0 9 0	
Surgeon Lieutenant (probationary and confirmed) on entry or on promotion	1 4 0	
After 3 years' mobilised service	1 6 2	
Surgeon Lieutenant-Commander on promotion ..	1 11 8	
After 3 years' mobilised service	1 13 6	
Surgeon Commander on promotion	2 0 8	One
After 3 years' mobilised service	2 4 4	scale
,, 6 ,, ,, ,, ...	2 8 0	only.
,, 9 ,, ,, ,, ...	2 11 8	
,, 12 ,, ,, ,, ...	2 14 10	
,, 15 ,, ,, ,, ...	2 18 0	
Surgeon Captain on promotion	2 18 10	
After 3 years' mobilised service	3 3 4	
,, 6 ,, ,, ,, ...	3 7 10	
,, 9 ,, ,, ,, ...	3 12 4	
Dental Surgeons.		
Surgeon Lieutenant (D) (probationary and confirmed) on entry.	0 19 10	
After 3 years' mobilised service	1 4 6	One
Surgeon Lieutenant-Commander (D) on promotion ..	1 9 4	scale
After 3 years' mobilised service	1 11 2	only.
,, 6 ,, ,, ,, ...	1 13 0	
,, 9 ,, ,, ,, ...	1 16 2	
Note.—Dental Officers who are medically qualified are entitled to pay on the Dental Officers' scale only, unless they are appointed for medical duties in addition to their dental duties, when they may be paid on the Medical Officers' scale if it is more advantageous to them.		

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Rank.	Daily Rates of Pay.	
	Scale I.	Scale II.
Accountant Officers.	£ s. d.	£ s. d.
Paymaster Sub-Lieutenant (probationary and confirmed).	—	0 9 0
Paymaster Lieutenant on promotion	0 15 4	0 13 6
After 4 years' mobilised service	0 18 2	0 15 4
„ 6 „ „ „	1 1 8	0 18 2
Paymaster Lieutenant-Commander on promotion ..	1 7 2	
After 3 years' mobilised service	1 9 0	
„ 6 „ „ „	1 10 10	One
Paymaster Commander on promotion	1 16 2	scale
After 3 years' mobilised service	1 19 10	only.
„ 6 „ „ „	2 3 6	
„ 9 „ „ „	2 7 0	
Warrant Officers and Officers promoted therefrom.		
Boatswain, Signal Boatswain and Warrant Telegraphist.		
Warrant Officer on promotion	0 12 8	
After 3 years' mobilised service	0 13 6	
„ 6 „ „ „	0 14 6	
„ 9 „ „ „	0 15 4	
Commissioned Officer from Warrant Rank on promotion.	0 17 2	One scale
After 3 years' mobilised service	0 19 0	only.
„ 6 „ „ „	1 0 10	
„ 9 „ „ „	1 2 8	
Lieutenant on promotion	1 4 6	
After 3 years' mobilised service	1 5 4	
„ 6 „ „ „	1 6 2	

(C.W. 5882/35; N.R. 6022/7/35.—A.F.O. 1884/35.)

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Section II.—Daily Rates of Pay—Ratings.

Cancel and *substitute* :—

Scale I.—Applicable to all ratings who have served in the Reserve continuously from a date *earlier* than 5th October, 1925, except those transferred to the artificer, shipwright, or artisan branches since that date.

Scale II.—Applicable in all other cases, *i.e.*, to men with "X" numbers as provided in Article 149, Clause (3).

Rating.	Scale I.	Scale II.
	s. d.	s. d.
Seaman Branch.		
Ordinary Seaman	—	2 0
Able Seaman	4 0	3 0
After 3 years' mobilised service in a man's rating	4 3	3 4
,, 6 ,, ,, ,, ,, ,,	4 6	3 8
Leading Seaman	5 3	4 4
After 1 years' mobilised service as such if passed for Petty Officer.	5 6	4 6
After 3 years' mobilised service as such in any case (Scale II only).	—	4 8
Petty Officer	7 0	6 0
After 3 years' mobilised service as such	7 4	6 5
,, 6 ,, ,, ,, ,,	7 8	6 10
Chief Petty Officer	8 6	7 6
After 3 years' mobilised service as such	9 0	8 0
,, 6 ,, ,, ,, ,,	9 6	8 6
,, 9 ,, ,, ,, ,,	10 0	9 0
With subsequent increments of 6*d.* a day after each further period of 3 years' mobilised service as such.		
Signal Branch.		
Ordinary Signalman	—	2 0
Signalman	4 3	3 3
After 3 years' mobilised service in a man's rating	4 6	3 7
,, 6 ,, ,, ,, ,, ,,	4 9	3 11
Leading Signalman	5 9	4 10
After 1 years' mobilised service as such if passed for Yeoman of Signals.	6 0	5 0
After 3 years' mobilised service as such in any case (Scale II only).	—	5 2
Yeoman of Signals	7 6	6 6
After 3 years' mobilised service as such	*7 10	*6 11
,, 6 ,, ,, ,, ,,	†8 2	†7 4
Chief Yeoman of Signals	9 0	8 0
After 3 years' mobilised service as such	9 6	8 6
,, 6 ,, ,, ,, ,,	10 0	9 0
With subsequent increments of 6*d.* a day after each further period of 3 years' mobilised service as such.		

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Rating.	Scale I.	Scale II.
Telegraphist Branch.		
	s. *d.*	*s.* *d.*
Ordinary Telegraphist	—	2 0
Telegraphist	4 3	3 3
After 3 years' mobilised service in a man's rating	4 6	3 7
,, 6 ,, ,, ,, ,, ,,	4 9	3 11
Leading Telegraphist	5 9	4 10
After 1 year's mobilised service as such if passed for Petty Officer Telegraphist.	6 0	5 0
After 3 years' mobilised service as such in any case (Scale II only).	—	5 2
Petty Officer Telegraphist	7 6	6 6
After 3 years' mobilised service as such	*7 10	*6 11
,, 6 ,, ,, ,, ,, ...	†8 2	†7 4
Chief Petty Officer Telegraphist	9 0	8 0
After 3 years' mobilised service as such	9 6	8 6
,, 6 ,, ,, ,, ,, ...	10 0	9 0
With subsequent increments of 6*d.* a day after each further period of 3 years' mobilised service as such.		
Artificer Branch.		
(Engine Room, Electrical and Ordnance Artificers.)		
Acting 4th Class	—	8 0
4th Class	9 6	8 0
3rd Class	10 0	9 0
2nd Class	10 6	9 6
1st Class	11 0	10 0
Motor Mechanics.		
Motor Mechanic	7 10	6 11
After 2 years' mobilised service as such	8 2	7 4
Acting Chief Motor Mechanic, 4th Class	9 6	8 0
Chief Motor Mechanic :—		
4th Class	9 6	8 0
3rd Class	10 0	9 0
2nd Class	10 6	9 6
1st Class	11 0	10 0
Artisan Branch.		
Shipwrights :—		
Acting 4th Class	—	8 0
4th Class	9 6	8 0
3rd Class	10 0	9 0
2nd Class	10 6	9 6
1st Class	11 0	10 0

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Rating.	Scale I.	Scale II.
	s. d.	s. d.
Artisan Branch—contd.		
Blacksmiths :—		
Acting 4th Class	—	6 3
4th Class	7 8	6 3
3rd Class	8 0	7 0
2nd Class	8 4	7 5
1st Class	8 8	7 10
After 3 years' mobilised service as such	9 0	8 2
Plumbers, Painters, Joiners, Coopers :—		
Acting 4th Class	—	6 0
4th Class	7 5	6 0
3rd Class	7 9	6 9
2nd Class	8 1	7 2
1st Class	8 5	7 7
After 3 years' mobilised service as such	8 9	7 11
Writer Branch.		
Writer Probationer	—	2 6
Writer	4 6	3 6
After 3 years' mobilised service (man's time) in Writer Branch.	—	3 10
After 6 years' mobilised service (man's time) in Writer Branch.	—	4 2
Leading Writer	6 0	5 1
After 3 years' mobilised service as such if passed for P.O. Writer.	—	5 5
Petty Officer Writer	7 9	6 9
After 3 years' mobilised service as such	8 1	7 2
,, 6 ,, ,, ,, ,, ...	8 1	7 7
Chief Petty Officer Writer	9 3	8 3
After 3 years' mobilised service as such	9 9	8 9
,, 6 ,, ,, ,, ,, ...	10 3	9 3
With subsequent increments of 6*d.* a day after each further period of 3 years' mobilised service as such.		

* Payable also to ratings who, under former regulations, held this rate after 1 year as such.

† Payable also to ratings, who, under former regulations, held this rate after 3 years from date of receiving preceding rate.

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